



# CATALOG

Washington

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[www.galvanize.com](http://www.galvanize.com)

Catalog certified as true and correct for content and policy

A handwritten signature in black ink, appearing to read 'Ife-Chudeni Oputa', written over a faint, illegible background.

Ife-Chudeni Oputa

Galvanize Regulatory Team



111 S Jackson Street Seattle WA 98104

**Table of Contents**

**NOTES ..... 5**

**INTRODUCTION TO GALVANIZE ..... 6**

Galvanize Mission ..... 6

Mission Statement ..... 6

Galvanize Educational Objectives ..... 6

- Providing theoretical and practical learning based on industry needs and student feedback..... 6
- Cultivating an environment of student immersion and collaboration ..... 6
- Employing qualified faculty who offer students personalized attention and professional expertise ..... 6

**PROGRAMS OFFERED ..... 6**

Galvanize Data Science Immersive ("DSI") ..... 6

Hack Reactor Software Engineering Immersive ..... 8

Hack Reactor Software Engineering Online Immersive ..... 10

Hack Reactor Software Engineering Online Immersive - Part Time ..... 10

**ADMISSIONS REQUIREMENTS & ENROLLMENT PROCEDURES ..... 12**

International Students/Visa Requirements ..... 12

Language of Instruction ..... 12

Galvanize Data Science Immersive ..... 12

Hack Reactor Software Engineering Immersive (All)..... 13

**ACCOMODATIONS..... 13**

**PAYMENT INFORMATION..... 14**

Payment Terms ..... 14

Loans..... 14

Tuition Assistance..... 15

**VETERANS TRAINING..... 15**

VA Pending Payment Policy ..... 15

**POSTPONEMENT CLAUSE ..... 16**



<b>TRANSFERABILITY OF CREDIT .....</b>	<b>16</b>
<b>FACULTY .....</b>	<b>17</b>
<b>CANCELLATION, TERMINATION, AND WITHDRAWAL.....</b>	<b>17</b>
Student’s Right to Cancel .....	17
School’s Right to Terminate .....	17
Refunds Due to Termination or Withdrawal .....	17
VA Prorated Refund Policy.....	18
Withdrawal Procedures .....	19
<b>DEFERMENT POLICY .....</b>	<b>19</b>
<b>LEAVE OF ABSENCE .....</b>	<b>20</b>
<b>ATTENDANCE REQUIREMENTS .....</b>	<b>20</b>
Galvanize Data Science Immersive .....	20
Hack Reactor Immersive (All) .....	21
<b>SATISFACTORY PROGRESS .....</b>	<b>21</b>
Galvanize Data Science Immersive .....	21
Hack Reactor Programs (All) .....	22
<b>STUDENT RECORDS .....</b>	<b>25</b>
<b>STUDENT SERVICES .....</b>	<b>25</b>
Career Services & Employment Opportunities .....	25
Housing .....	26
<b>CODE OF CONDUCT .....</b>	<b>26</b>
Policy Against Harassment.....	27
Discipline .....	27
<b>GRIEVANCES .....</b>	<b>27</b>
Stage 1: Informal Resolution.....	27
Stage 2: Formal Complaint.....	28
Stage 3: Formal Complaint Resolution Process.....	28
Stage 4: Appeal.....	28
<b>FACILITIES .....</b>	<b>28</b>
<b>EQUIPMENT REQUIREMENTS .....</b>	<b>29</b>

Galvanize Data Science .....	29
Hack Reactor Software Engineering Immersive (All).....	29
<b>INTELLECTUAL PROPERTY</b> .....	<b>31</b>
<b>PROPRIETARY MATERIALS</b> .....	<b>31</b>
<b>MEDIA AND PUBLICITY RELEASE</b> .....	<b>31</b>
<b>PART TIME COURSES</b> .....	<b>32</b>
Data Science Fundamentals - Intro to Python .....	32
<b>COURSE DESCRIPTIONS</b> .....	<b>33</b>
<b>ACADEMIC CALENDAR</b> .....	<b>38</b>

## NOTES

### Catalog Revisions

This Galvanize Catalog, Washington, is updated at least annually, but Galvanize reserves the right to revise it more frequently at its discretion. The most recent edition of the Catalog is the one posted on the Galvanize website, which can be downloaded at [www.galvanize.com](http://www.galvanize.com). A copy of the current Catalog can be requested by sending an email to [wa.regulatory@galvanize.com](mailto:wa.regulatory@galvanize.com) or by calling the school at (206) 886-0556. Such changes will not negatively affect currently enrolled students.

### Location of Classes

All Washington classes are conducted at 111 S Jackson St. Seattle WA 98104.

### Management

Galvanize is a private institution owned by Galvanize Inc., a wholly owned subsidiary of K12, Inc. The corporate officers and directors of Galvanize Inc are listed below;

<b>Harsh Patel</b>	<b>CEO</b>
<b>Eric Toler</b>	<b>CFO</b>
<b>James Rhyu</b>	<b>Director</b>
<b>Shaun McAlmont</b>	<b>Director</b>
<b>Vincent Mathis</b>	<b>Director</b>

The Campus Director of Galvanize – Seattle is Joshua Elder.

### Accreditation

Galvanize is not accredited by an accrediting agency recognized by the United States Department of Education and is not eligible to participate in federal student financial assistance programs. Galvanize does not offer any programs that prepare students for any official licensure exam in the state of Washington.

### Complaints

This school is licensed under Chapter 28C.10 RCW. Inquiries or complaints regarding this private vocational school may be made to the:

Workforce Board, 128 - 10th Ave. SW, Box 43105, Olympia, Washington 98504

Web: [wtb.wa.gov](http://wtb.wa.gov)

Phone: (360) 709-4600

E-Mail Address: [wtecb@wtb.wa.gov](mailto:wtecb@wtb.wa.gov)

## INTRODUCTION TO GALVANIZE

### Galvanize Mission

Galvanize offers a re-imagining of professional and technical education. Our mission is to enable the next generation of data scientists and developers to gain access to practical, real-world skills that provide pathways into industry. Programs at Galvanize include the theoretical understanding of computer science, statistics, and software engineering, paired with industry-focused skills in visualization, business acumen, and the scientific method. Our primary focus is student outcomes, by providing the practical education students need to succeed in the new information economy.

In 2018, Galvanize Inc. acquired Hack Reactor, joining two of the strongest providers of immersive technology programs in their markets. With complementary operations Galvanize and Hack Reactor expect to be able to offer a fuller choice of curriculum to students and enterprise clients by optimizing operations and increasing overall size as a result of the transaction.

### Mission Statement

Hold yourself and others accountable and responsible  
Create for the future with pride, passion, and urgency  
Win with trust, integrity, and inclusion  
Be a team. Do your job. Be a pineapple.  
Continuously learn, grow, and hustle

### Galvanize Educational Objectives

- Providing theoretical and practical learning based on industry needs and student feedback.
- Cultivating an environment of student immersion and collaboration
- Employing qualified faculty who offer students personalized attention and professional expertise

## PROGRAMS OFFERED

### Galvanize Data Science Immersive ("DSI")

12 Weeks of programming delivered over 13 Weeks full-time, in-person program

Total lecture: 108 in-person hours; Total lab: 372 in-person hours

Total contact hours: 480 in-person hours

### Program Outcomes

The Data Science Immersive prepares students to become data scientists. There are no license requirements for general work in this career field.

## **Class Schedule**

Students are expected to be at Galvanize for Data Science instruction from 8:30AM – 5:30PM Monday through Friday for the full 13-week course. There are weekly evening events which students are strongly encouraged to attend. A class calendar with holiday closures will be made available to students during the enrollment process. When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible via email.

## **Program Description**

Galvanize's Data Science Immersive program is designed for individuals who have most of the skills needed to obtain a position as a data scientist. The curriculum spans statistical analysis of data, software engineering, machine learning, and data engineering management. The tools and techniques that we teach are the ones that industry partners regularly tell us are most important in making decisions about hiring.

## **Graduation Requirements**

In order to qualify for graduation and successfully complete the Data Science Immersive, students should meet the attendance requirements, meet the minimum technical competency, and participate in the Career Services program.

- **Attendance:** Students are required to attend at least 85% of total class hours, all-inclusive (excused and unexcused absences combined.) Students must not exceed 3 unexcused absences throughout the course, or 5% of total class time.
- **Technical Competency:** Students are required to meet and maintain at least a 30% cumulative average on all assessments as outlined by the Data Science academic team
- **Career Services Program:** Students are required to complete all relevant activities in the Career Services Program which could include tasks such as completing a resume and online profile, conducting mock interviews and phone screens with Galvanize staff and delivering a capstone project proposal to the lead instructor.
- **Delivery of Capstone Project:** In order to attain a Complete graduation status, a student must deliver a capstone project approved by Lead Instructor.

Students are also required to fulfill all financial obligations to Galvanize before they graduate.

## **Total Charges:**

Tuition: \$17,880.00

Registration Fee: \$100.00

Total tuition: \$17,980.00

## Program Outline

Course Title	Lecture	Lab	Total
DSI 101 Software Engineering & Data Exploratory Data Analysis	12	28	40
DSI 102 Statistics and Probability	12	28	40
DSI 103 Regression	12	28	40
DSI 104 Supervised Learning	12	28	40
DSI 105 Natural Language Processing	12	28	40
DSI 106 Unsupervised Learning	12	28	40
DSI 107 Data Engineering	12	28	40
DSI 108 Case Studies	12	28	40
DSI 109 Capstone Projects	12	108	120
DSI 110 Interview Preparation	0	40	40
<b>Total</b>	<b>108</b>	<b>372</b>	<b>480</b>

## Hack Reactor Software Engineering Immersive

12 Weeks of programming delivered over 13 Weeks full-time, in-person program

Total Lecture: 50 hours, Total Lab: 526 hours

Total Contact Hours: 576 hours in-person

## Program Outcomes

During the first half of the onsite immersive, students work through a large amount of new material, at an extraordinary pace. In the second half of the course, students deploy their newly acquired skills to build projects, while learning new technologies. By the time they graduate, students become autonomous engineers, capable of tackling unique problems, and building complex applications. We have developed the immersive program to help support students in achieving this end goal.

## Program Description

The onsite immersive is built around learning advanced programming concepts and becoming familiar with industry-standard applications and tools. (Git, Backbone, Rails, Unix, and TDD testing frameworks.) The program provides a strong professional-support network starting at the application process extending through the student's job-search. This support lead to students garnering higher salaries, better benefits, and greater career satisfaction. We judge student outcomes by performance on technical interviews for relevant professional roles and job search success rate within six months of completing the program.

**Class Schedule**

Students will attend class Monday – Friday from 9am to 8pm and Saturday from 9am to 5:30pm for 12 weeks. The 12 weeks are split by one week without instruction, called “solo week”, so students can work on personal projects, review lessons, or outline thesis projects with the assistance of mentors before entering the second half of the program. Students take a 1-hour study hall/lunch break from 12:30pm to 1:30pm daily and a dinner break from 5:30pm to 6:30pm and may take breaks as they wish throughout the day or continue working. Every other day, students are given an extended lunch break. During this time, they are encouraged to exercise and overall, regain a healthy work/life balance.

**Total Charges**

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Hack Reactor Software Engineering Online Immersive

12 Weeks of programming delivered over 13 Weeks full-time, online program

Total Lecture: 50 hours, Total Lab: 526 hours

Total Contact Hours: 576 hours

### Program Description

Hack Reactor Software Engineering Online (aka Remote) takes the time-tested curriculum of the Hack Reactor immersive and makes it accessible to students everywhere. Students learn from instructors face-to-face over video conference. They pair program with classmates throughout the course, so they are never working alone. We give them intimate access to teachers, a Help Desk that's ready to answer questions, and a strong peer community, all immediately available through messaging and video chat.

### Total Charges

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Hack Reactor Software Engineering Online Immersive - Part Time

36 Weeks of programming, part time, online program

Total Lecture: 50 hours, Total Lab: 526 hours

Total Contact Hours: 576 hours

### Program Description

Hack Reactor Software Engineering Online Immersive – Part Time ("RPT") RPT delivers the same curriculum as our full-time immersive over 38 weeks consisting of 36 weeks of instruction and 2 “solo” weeks when students get additional time to work on solo projects with mentorship. RPT students have access to the Help Desk and messenger services and all other software tools necessary for taking the course as stated above. Both curriculum and support are identical to the remote program.

### Class schedule

Students attend lectures and have designated pair-programming hours monitored by instructors every Tuesday **or** Wednesday evening, as scheduled, from 6:00 p.m. to 9:00 p.m. PT, and are required to attend 3 hours of supported learning during the week that students may schedule at their convenience, and 8 hours every Saturday (9:00 a.m. to 6:00 p.m. with breaks).

### Total Charges

Tuition: \$17,880.00

Registration Fee: \$100.00

Total Tuition Charges: \$17,980.00

## Program Outline

Hack Reactor Software Engineering Immersive

Hack Reactor Software Engineering Online Immersive (Full-Time and Part-Time)

Course Title	Lecture Hours	Lab Hours	Total Hours
Orientation and Pre-course Review	5	12	17
Data Modeling and Classes	6	11	17
Data Structures and Complexity Analysis	3	12.5	15.5
Inheritance Patterns	2	15	17
Algorithms	1.5	15.5	17
Browser Apps, jQuery, and AJAX	1.5	14	15.5
ES6, APIs, and React	2	15	17
React with Redux	2	15	17
Servers and Node	3	12.5	15.5
REST & CRUD	3	14	17
Databases	2	15	17
Authentication	1.5	14	15.5
Full-Stack Overview	0	15.5	15.5
Mini Apps I	0	34	34
Technical Assessment	0.5	8	8.5
Mini Apps II	1	31	32
Front-End Capstone (FEC)	5	77.5	82.5
Professional Resume	1	7	8
System Design Capstone (SDC)	7	124	131
MVP Project	0.5	23.5	24
Career Week / Hiring Sprint	2.5	40	42.5
<b>Total</b>	<b>50</b>	<b>526</b>	<b>576</b>

## ADMISSIONS REQUIREMENTS & ENROLLMENT PROCEDURES

Each Galvanize full-time immersive program requires an admissions application, and all candidates are interviewed before an enrollment decision is made. Galvanize does not discriminate based on race, sex, religion, ethnic origin, or disability. Galvanize strongly encourages students from backgrounds underrepresented in the technology industry to apply.

Galvanize collects evidence of a high school or equivalent degree or higher before enrollment in a Galvanize program. Galvanize does not accept ability to benefit students.

Students must enroll in an entire Galvanize program, and no credits from any other institutions will transfer to satisfy successful completion of any part of our programs. Galvanize does not award credit for experiential learning towards completion of course requirements and has not entered into any transfer agreement with any other college, university, or school.

For enrollment of those eligible to receive benefits under Title 38 and Title 10, USC., students will need to supply all college transcripts upon enrollment. College transcripts will be reviewed for appropriate credit.

Galvanize does not allow late enrollment in an Immersive. A late enrollment is defined as an enrollment after the commencement of the first day of class.

### International Students/Visa Requirements

While Galvanize accepts international students, Galvanize does not assist with visa requirements, including but not limited to: visa reporting requirements (SEVIS) or any charges associated with applying for or retaining a visa.

### Language of Instruction

Galvanize does not offer English as a Second Language instruction.

Our programs of study, textbooks, materials and all means of communication are delivered in English. All applicants are interviewed prior to acceptance, if there is a question regarding English language proficiency, the student will need to provide documentation of proficiency. Acceptable documentation of proficiency is:

- TOEFL iBT – with a minimum score of ‘intermediate’ for each section – reading, listening, speaking and writing.
- United States Foreign Services Language Rating System – minimum rating of 3.

### Galvanize Data Science Immersive

To be considered for this program, students must be at least 18 years old and have a H.S. diploma or equivalent. Written and spoken proficiency in English, and excellent communication skills. Have at least 3 years of college experience in a quantitative discipline (preferred) and some programming experience. Programming experience can be either academic or self-taught. Students must be comfortable with college-level statistics and mathematics.

The application process includes an online application form, a technical assessment (Python) and a Data Science Placement Analysis.

### **Hack Reactor Software Engineering Immersive (All)**

To be considered for this program, students must be at least 18 years old and have a H.S. diploma or equivalent. You must be able to demonstrate your understanding of the fundamentals of JavaScript, including a deep understanding of high-order functions. Written and spoken proficiency in English, and excellent communication skills.

The application process includes: an online application form, the completion of an online admissions challenge (JavaScript), successfully passing a technical interview (JavaScript) and the completion of Pre-Course materials.

### **ACCOMODATIONS**

Students who seek accommodations related to a disability should contact the Galvanize Regulatory Team at [wa.regulatory@galvanize.com](mailto:wa.regulatory@galvanize.com). Galvanize aims to provide reasonable accommodations to individuals who wish to participate in our educational programs.

Galvanize will make good faith efforts to provide reasonable religious accommodations to students who have sincerely held religious practices or beliefs that conflict with a scheduled course/program requirement. Students requesting a religious accommodation should make the request, in writing, directly to the Galvanize Regulatory Team at [wa.regulatory@galvanize.com](mailto:wa.regulatory@galvanize.com) with as much advance notice as possible. Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed class. Students are responsible for obtaining materials and information provided during any class missed. The student shall work with their instruction team to determine a schedule for making up missed work.

## PAYMENT INFORMATION

**Payment is not required until an applicant has successfully completed the full admissions process and received acceptance into a Galvanize Immersive program.**

An accepted student shall receive his/her Enrollment Agreement from an agent of Galvanize. After reviewing the Enrollment Agreement and agreeing to the terms, an accepted student shall sign the agreement, and the Agent shall countersign.

### Payment Terms

Payment Option	Deposit	Payment Schedule	Payment method
Option 1 - Upfront	\$2000 due at time of signing enrollment agreement	Tuition remainder due the first day of class (week 1, day 1).	All payments can be made online by card or by fee-free ACH payment.
Option 2 - Installment	\$2000 due at time of signing enrollment agreement	½ tuition, less deposit, due the first day of class (week 1, day 1)  Tuition remainder due at week 5, day 1.	All payments can be made online by card or by fee-free ACH payment.
Option 3 – Full or Partial Tuition Loan Finance	\$2000 due at time of signing enrollment agreement	Students who are eligible can finance full tuition through Galvanize’s private lending partners, SkillsFund and Climb Credit AND Students must confirm financing application (application number) for any loan prior to the first day of class (week 1, day 1)	Lending partner transfers funds to Galvanize directly.  For students electing to finance partial tuition, the tuition remainder will be due at week 5, day 1.

The deposit is required to secure seat in the program. Seats are available on a first come first serve basis based on payment of deposit. There is a non-refundable registration fee of \$100 that will not be returned to you in the event of cancellation.

### Loans

If the student obtains a loan to pay for an education program, the student will have the responsibility to repay the full amount of the loan plus interest. Galvanize is not eligible to

participate in federal student financial assistance programs. Galvanize does not provide 1098-T tax documents and students should seek the advice of a tax professional where necessary.

### Tuition Assistance

Galvanize is committed to helping individuals with the aptitude, drive and determination to pursue careers in technology. We provide numerous opportunities for financial support including lending partners, sponsorships, scholarships and veteran education benefits.

For eligible individuals, we accept US Veterans with Vocational Rehabilitation benefits, commonly known as Chapter 31. Galvanize does not determine eligibility for this entitlement and complies with all regulations regarding this VA program. For more information, including VA disclosures, visit [www.va.gov](http://www.va.gov).

### VETERANS TRAINING

Selected programs of study at Galvanize – Seattle are approved by the Workforce Training and Education Coordinating **Board's state approving agency (WTECB/SAA) for enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.** Galvanize does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance.

Active Duty/Reservist whom are called to duty, may be considered for a leave of absence if he/she is required to leave the immediate area. If the period of time needed exceeds that which is allowed in the leave of absence policy, and the future professional must withdraw due to their service agreement, the re-enrollment fee shall be waived providing the future professional returns within 30 days following the end of his/her service agreement.

In compliance with VA's 85/15 Rule, Galvanize will limit student enrollment to 85% veteran enrollment per cohort. In the event that a veteran wishes to enroll in a class that has already reached the 85% cap, he or she may do that but will not be eligible for VA funding. Chapter 35 and 31 students may still enroll even if the 85% has been realized.

### VA Pending Payment Policy

In accordance with Title 38 US Code 3679 subsection (e), Galvanize adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

This school will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to;
- Require student secure alternative or additional funding;

- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

## POSTPONEMENT CLAUSE

The School may decide to postpone a program start date. Postponement of a starting date requires a written agreement signed by the student and the School. The agreement will set forth the deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the School's refund policy and all applicable laws and rules.

## TRANSFERABILITY OF CREDIT

The transferability of credits you earn at Galvanize is at the complete discretion of the institution to which you may seek to transfer. Acceptance of the certificate of completion you earn in Galvanize Data Science Immersive, Hack Reactor Software Engineering Immersive, Hack Reactor Software Engineering Online Immersive is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Galvanize to determine if your certificate will transfer.

Galvanize does not guarantee the transferability of its credits/certificates to any other institution.

Transfer of credits for prior training will be evaluated on an individual case basis and students will be required to submit official transcripts for evaluation. Credit for Prior Training is at the discretion of the enrolling school's administration.

## FACULTY

The faculty at Galvanize is selected for their experience in the industries for which the programs aim to prepare students. They are also selected for their teaching ability, as demonstrated by an example lecture presented to current instructional staff.

<i>Instructor</i>	<i>Course</i>	<i>Position</i>	<i>Degree/Institution</i>	<i>Years of Experience</i>
Philip Geurin	DSI	Instructor	Physics   Media Engineering Pitzer College	2 years
Andrew Nichols	DSI	Instructor	Ind. Operations Engineering Univ. of Michigan	6 years
Joshua Elder	SEI	Instructor	Cal St. Univ. Maritime Acad. Hack Reactor, SEI	3 years
Matt Winzer	SEI	Instructor	Psychology   Colgate Univ. Galvanize   Full Stack Web Development	6 years
Liz Martinez	Career Services	Instructor	International Relations Oakland Univ.	6 years

## CANCELLATION, TERMINATION, AND WITHDRAWAL

### Student's Right to Cancel

The student has the right to cancel the enrollment agreement and obtain a full refund of all tuition and fees paid if the School is notified at any time within five (5) business days (excluding Sundays and holidays) after the day the contract is signed, or an initial payment is made, as long as training has not yet begun. Cancellation shall occur when written notice is given via email to [admissions@galvanize.com](mailto:admissions@galvanize.com), showing that the student no longer wishes to be bound by the enrollment agreement.

### School's Right to Terminate

Galvanize reserves the right to terminate a student for unsatisfactory progress, failure to comply with the Galvanize Code of Conduct, nonpayment of tuition, or any other breach of the student's agreements with Galvanize. In such a case, the student's official termination date is the date on which the student violates the policy or agreement, which provides the basis for termination.

### Refunds Due to Termination or Withdrawal

Students who cancel their enrollment agreement prior to the commencement of classes but within five (5) business days (excluding Sundays and holidays) after the day the contract is signed, or an initial payment is made are entitled to a full refund of all tuition and fees paid, including the \$100 registration fee. Students who cancel, withdraw, or are terminated after five (5) business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid, less the registration fee of \$100. In the case of students who withdraw or are

terminated after commencement of classes, the school will retain the registration fee of \$100 plus a percentage of tuition and fees, which is based on the percentage of the Program completed, as described in the table below.

<i><b>If the student completes this amount of training:</b></i>	<i><b>The school may keep this percentage of the tuition cost:</b></i>
One week or up to 10%, whichever is less	10%
More than one week or 10% whichever is less but less than 25%	25%
25% through 50%	50%
More than 50%	100%

When calculating refunds, the official date of a student's termination is the last day of recorded attendance.

- a. When the school receives notice of the student's intention to discontinue the training program; or,
- b. When the student is terminated for a violation of a published school policy which provides for termination; or,
- c. When a student, without notice, fails to attend classes for thirty calendar days.

### **VA Prorated Refund Policy**

For students utilizing veteran's benefits through the Department of Veteran's Affairs to pay for tuition, the following additional refund conditions apply.

This prorated calculation will be compared to the established regular refund policy, and whichever calculation is more favorable to the veteran will be applied.

Galvanize agrees that if a veteran student fails to enter the course, withdraws, or is discontinued at any time prior to completion of the course, the unused portion of paid tuition, fees, and other charges will be refunded or the debt for such tuition, fees, and other charges will be canceled on a prorated basis, as follows:

**(1) Registration fee.** An established registration fee in an amount not to exceed \$10 need not be subject to proration. Where the established registration fee is more than \$10, the amount in excess of \$10 will be subject to proration.

**(2) Breakage fee.** Where the school has a breakage fee, it may provide for the retention of only the exact amount of the breakage, with the remaining part, if any, to be refunded.

**(3) Consumable instructional supplies.** Where the school makes a separate charge for consumable instructional supplies, as distinguished from laboratory fees, the exact amount of the charges for supplies consumed may be retained but any remaining part must be refunded.

**(4) Books, supplies and equipment.**

- a. The school will make a refund in full for the amount of the charge for unissued books, supplies and equipment when:
  - I. The school furnishes the books, supplies and equipment,

- II. The school includes their cost in the total charge payable to the school for the course,
  - III. The veteran or eligible person withdraws or is discontinued before completing the course.
- b. The veteran or eligible person may dispose of issued items at his or her discretion even if they were included in the total charges payable to the school for the course.

**(5) Tuition and other charges.** Where the school either has or adopts an established policy for the refund of the unused portion of tuition, fees, and other charges subject to proration, which is more favorable to the veteran or eligible person than the approximate pro rata basis as provided in this paragraph, such established policy will be applicable. Otherwise, the school may charge a sum which does not vary more than 10 percent from the exact pro rata portion of such tuition, fees, and other charges that the length of the completed portion of the course bears to its total length. The exact proration will be determined on the ratio of the number of days of instruction completed by the student to the total number of instructional days in the course.

**(6) Prompt refund.** In the event that the veteran, spouse, surviving spouse or child fails to enter the course, or withdraws, or is discontinued there from at any time prior to completion of the course, the unused portion of the tuition, fees and other charges paid by the individual shall be refunded promptly. Any institution which fails to forward any refund due within 40 days after such a change in status, shall be deemed, prima facie, to have failed to make a prompt refund, as required by this subparagraph.

## Withdrawal Procedures

1. A student who wishes to withdraw from the School on or after the commencement of classes should provide written notice by emailing the lead instructor and [bursar@galvanize.com](mailto:bursar@galvanize.com). In such a case, the official date of a student's withdrawal is the last day of recorded attendance.
2. Upon receiving a written request from a student, Galvanize may grant a leave of absence for acceptable and unavoidable reasons in accordance with the leave of absence policy. If the student fails to return from the leave of absence, the student's official withdrawal date will be the last day of recorded attendance.
3. The School will administratively withdraw a student who misses thirty consecutive, unexcused calendar days without an approved leave of absence. In such a case, the student's official withdrawal date is the last day of recorded attendance.
4. All refunds will be provided to the student within 30 calendar days of termination or withdrawal.

## DEFERMENT POLICY

Admitted students seeking to defer to a later start date before the commencement of class must seek permission from the Admissions Officer at least 3 weeks prior to the course start date. Pre-start date deferment is contingent upon availability in the desired program.

As a general rule, Galvanize does not offer deferment options after the commencement of class, except in the case of acceptable and unavoidable reasons. Eligible students seeking to move to another cohort must withdraw per aforementioned withdrawal procedures and re-apply in an abridged admissions process. Contact the Registrar for more information on this policy and process.

## LEAVE OF ABSENCE

- Upon receiving a written request from a student, Galvanize may grant a leave of absence for a maximum of seven consecutive days for acceptable and unavoidable reasons.
- A request for a LOA must be made in writing to the Lead Instructor before the beginning of the LOA, unless unforeseen circumstances prevent the student from doing so, and must include the reasons for the LOA. If unforeseen circumstances prevent the student from requesting the LOA in person, the student will be required to provide the required LOA request by email. The faculty team will evaluate the LOA request, and the student will be notified of the outcome of the LOA request by email.
- The request will then be evaluated by the Program Director and the student will be notified of the outcome of their request by email. A student who is granted a leave-of-absence will be assessed upon their return and assigned a new completion date.
- If the student fails to return after the expiration of the leave of absence, the student will be withdrawn from the program, which includes the appropriate refund policy calculations, and the student's official withdrawal date will be the last date of recorded attendance.

## ATTENDANCE REQUIREMENTS

### Galvanize Data Science Immersive

Students are expected to be in class for all regularly scheduled class periods and to report to class on time. Galvanize instructors record attendance every morning 15 minutes after class begins and after lunch.

Absences are considered excused if the student has communicated and approved by the instructor prior to the time of class, or if the absence is a result of an unforeseen emergency (e.g. sickness) and the student has provided adequate documentation of the unforeseen emergency. Excused absences must be accompanied by a plan to complete missed work followed by evidence that the work has been completed. Excused and unexcused absences combined must not exceed **15% of the program**.

Late arrivals, early departures and extended lunch leave without prior consultation with the instructor may be considered unexcused. Late arrival is considered 20 minutes late to any class. **Three partial unexcused absences equal one full day unexcused absence** and will be counted towards the attendance policy noted above.

Once a student has received **two unexcused absences** the student will receive a warning from the Registrar and be placed on probation.

After a student has received **three unexcused absences** the student is subject to automatic administrative dismissal at the discretion of the Program Director and Lead Instructor.

### **Hack Reactor Immersive (All)**

Hack Reactor's program is immersive, so missing a single day of instruction is highly likely to impede a student's academic success. We understand that absence is sometimes unavoidable, but we request that students let us know ahead of time when possible and have a really compelling reason. An absent student disrupts the cohesion of our classroom container so much that missing more than two days during the course, will trigger a discussion with the student about whether their learning goals can still be achieved. In some cases, excessive absences may lead to removal from the class, in other cases, Academic Intervention may be required to continue.

With that in mind, an absence counts as three (3) points, a tardy is one (1) point and leaving early is one (1) point. Students enrolled in our Hack Reactor Software Engineering Immersive Program, Hack Reactor Software Engineering Online Immersive and Hack Reactor Software Engineering Online Immersive – Part Time are allowed a maximum of nine (9) attendance points.

## **SATISFACTORY PROGRESS**

### **Galvanize Data Science Immersive**

#### **1.) Technical Competency**

Students must complete class projects and homework and contribute to group projects as assigned. Galvanize does not assign grades, but feedback following formal assessments are distributed electronically to students by instructors. The instructor team will counsel students who do not show adequate progress in class and/or during assessments, and an individualized learning plan will be discussed and created with the student. Completion of academic learning modules is at the discretion of instructors such that the student is deemed capable of satisfying graduation requirements.

#### **2.) Career Services Requirements**

Galvanize Immersive Courses focus both on acquiring technical competencies, building an employment portfolio, and preparing to succeed in interviews for roles relevant to the course content. In order to complete a Galvanize Immersive program, a student must participate in the Career Services Program which could include such activities as; complete an approved resume; complete approved online profile(s) assigned by Career Services Team; complete a mock recruiter phone screen with Career Services Team and technical interview with a designated Instructor.

#### **3.) Graduation Standards**

Failure to satisfy Attendance, Technical, and Career Services requirements and/or deliver an approved Capstone project can result in dismissal from the program and an inability to graduate from the program. Students that are not on track to graduate may be issued a verbal or written warning. Students who do not make progress towards meeting Graduation Requirements after appropriate intervention will be dismissed and will not graduate from the program.

### **Galvanize Data Science Immersive Grading/Probation**

Data Science Immersive students will have regular weekly written assessments to check for understanding on the material and skills covered that week. A student's technical performance will be assessed and reported by the instructor on a weekly basis. Students must receive 30 points or higher cumulative average of all assessment tests. 0-10 indicates little/no mastery, or little/no attempt to answer. 11-20 indicates a failed attempt. 21-30 indicates some progress but insufficient mastery, 31-50 indicates sufficient mastery with room to learn/grow, and 51-100 indicates above and beyond sufficient mastery.

This grading system allows for clear recognition of a struggling student and abundant opportunity for a successful student to explore new concepts in Data Science.

Students who receive fewer than 30 points as an average score on assessments will be placed on academic probation and required to show improvement before the following written assessment. An instructor will inform students who are underperforming of their progress. If a student on probation continues to perform below this minimum level after the next written assessment could be administratively withdrawn from the program.

A student who is administratively withdrawn from the program due to unsatisfactory technical competency may reapply to a subsequent program after their original program has concluded.

### **Hack Reactor Programs (All)**

This is a serious course for serious students. We expect students to work hard, act professionally and ask for help as needed. The program curriculum is divided into topical sprints, usually lasting anywhere from 1-3 days each. These sprints incorporate exercises that help cement the concepts reviewed in lectures and assignments. We use assessments at the end of each sprint to monitor progress. If a student cannot pass the assessments, we will do everything we can to give them support, guidance, and further instruction. But, ultimately, assessments will determine whether a student will meet the requirements to graduate. Instructors will communicate guidelines to individual students during the course of the program explaining what in particular would be expected of them given these and other factors.

### **Technical Skills**

The program features periodic self-assessments that are tested by an automated system and then reviewed and graded by instructional staff. The system identifies students that may be having technical difficulties encouraging them to set up office hours with instructional staff. Additionally, staff will proactively monitor student results and reach out to provide feedback and help students refine their technical strategies.

The Technical Assessment is a full-day coding challenge at the halfway point of the Immersive Program. This tests the knowledge and skills developed in the first half of the course. It is a significant portion of the gating Summary Evaluation, which means failure to perform sufficiently on the Technical Assessment could result in removal from the course.

### **Soft skills**

Students are regularly graded on a "[no] reason for concern" basis by staff observing students as they collaborate. Students with multiple "reason for concern" notes will be approached with feedback and areas for improvement.

### **Summary Evaluation**

The Summary Evaluation is a midterm evaluation of proficiency in the course, largely centered around the question "Would Galvanize hire this person onto one of our teams?" The Summary Evaluation takes into consideration technical proficiency, ability to successfully collaborate with pairs and groups, as well as student engagement with classroom requirements and expectations.

The Summary Assessment gates participation in the second half of the course.

### **Assessment Frequency and Evaluation**

Assessments are typically performed at the end of each 1-3-day sprint. Students' technical proficiency and soft skills are evaluated constantly, and instructional staff meet weekly to review individual student progress. Progress reporting typically occurs at the end of a sprint by way of self-assessments and directed feedback from staff.

Students receive a detailed testing analysis of their code from Spectator, our self-assessment tool as well as individualized feedback from instruction staff throughout the program. Students receive a copy of their marks via email, with a red (X) indicating incorrect answers. Students are encouraged to schedule check-ins with technical staff as needed. Scoring a 2 or above on a 0-3 scale for all self-assessments demonstrates satisfactory technical progress.

Galvanize instructional staff conduct student evaluations, considering the student's project completion, assessment performance, emotional health, and daily attendance in real time. A student who is struggling with the technical aspects of the Program may be offered remedial instructional exercises at any point of the program.

If the student is unable to demonstrate an ability to achieve satisfactory progress thereafter, their enrollment may be dismissed. This is largely determined by an independent evaluation of the student's technical and soft skill capabilities. Dismissed students are provided a refund per our refund policy and may reapply to the program. They may be re-admitted as a new student if they are able to demonstrate a clear understanding of the foundational concepts required for admission.

### **Academic Intervention and Dismissal Policy**

Hack Reactor is a fast-paced, rigorous and intensive program offered over a condensed period of time. If a student is unable or unwilling to meet expectations or achieve satisfactory progress during any portion of the program, Galvanize will conduct an evaluation of the student's assessments and soft skills and determine whether academic intervention is warranted. Intervention may include remedial coursework, increased frequency of staff counseling or an opportunity to defer to restart the program in an upcoming cohort.

Academic Intervention is discretionary and may not be available in every scenario. Under circumstances where Galvanize determines that Academic Intervention would not successfully address the student's academic deficiencies, the student may be dismissed from the Program and offered a refund as required by law. In addition, a student may be dismissed for academic dishonesty or any violation of Galvanize's behavior, attendance or sexual harassment and misconduct policies.

### **Hack Reactor Program Expectations (All)**

This is going to be an amazing ride, but we need to set up some Expectations before we start in order to make sure everyone is able to work in a safe, productive environment.

1. Be on time - We need to start promptly. This means being ready to start on time, not just being present in the classroom container.
2. Be present - Because of our condensed schedule, missing a day is going to put you far behind. We understand that in some rare circumstances someone might need to miss a day, but we request that you let us know ahead of time when possible and have a really compelling reason. An absent member disrupts the cohesion of our classroom container so much that if a student misses more than 2 days during the course, we will discuss with the student whether learning goals can still be achieved. In some cases, absence may lead to withdrawal from the program.
3. Be good students - This is a serious course for serious students. We need you to work hard and ask for help when you need it. We use assessments to monitor progress and, if you cannot pass the assessments, we will do everything we can to give you more support and instruction. But, ultimately, your assessments will determine whether you progress to graduation or not. If you cannot pass the assessments, you may be withdrawn from the program.
4. Be respectful - We are going to be around each other for many very intense weeks. It is therefore really important that we go out of our way to make each other comfortable. Belittling, aggressive, sexist, racist, or discriminatory language has no place in our learning environment.
5. Have a good attitude - At times, you may feel ahead of other students. At other times you may feel behind other students. However, we request that you keep a positive, engaged, and motivated attitude. The instructors are available to discuss any situation in which someone feels that their own or someone else's attitude is affecting their own or someone else's learning. We will do our best to help.
6. No drinking - You can't drink here, and you can't party here.
7. Guest policy (onsite immersive only) - We understand that you may want to bring friends or mentors to the space. We ask that you let us know ahead of time and check if it fits with the class schedule. Please do not invite 'drop in' guests.
8. Be open and willing - Hack Reactor is not like most educational experiences and we're going to ask that you bring an open mind and a good attitude to everything we do
9. together. If you're not sure why we're doing things in a certain way, please let us know, but be prepared to be on board with a plan that you don't fully understand. Trust us.
10. Take care of yourself - We don't want you to burn out. Raise red flags with staff early if you feel like you are struggling or overwhelmed. Take care of your body, be healthy.

11. Take care of space (onsite immersive only) - All of us need to be respectful of the space and make sure that we are keeping it clean and enjoyable to be in.
12. Follow the Code of Conduct

We look forward to a really productive and educational course! If you feel that you cannot agree to any of the above, let us know and let's talk about it. Should a student violate any of the Expectations, that student may need to be removed from the class. If there is anything else that is not in this document that you think is important to your learning environment, please come and talk to us. Your learning is our highest priority.

## STUDENT RECORDS

Galvanize maintains student financial and academic records in digital format while students are enrolled in school. Upon completion of training, student records are merged and maintained in a digital format for no fewer than the minimum number of years required by law. Student records are stored within Salesforce.com with the highest available levels of security. Only faculty and staff members who use this information in the course of their regular duties are given access to student records.

Graduates of the Immersive programs will receive a certificate of completion. Graduates may request a copy of their certificate of completion by contacting the School Administrator at [wa.regulatory@galvanize.com](mailto:wa.regulatory@galvanize.com)

## STUDENT SERVICES

Galvanize offers industry connection services to students during their time of enrollment.

**Guest Speakers:** Industry leaders are invited to the program to discuss their careers and trending topics in the field.

**Events:** Several social and networking events are held each session for students to interact with industry professionals, potential mentors and hiring partners, and members of the Galvanize community.

**Community:** Students are given access to all benefits and amenities given to members of the Galvanize Campus, including but not limited to discounts to industry events, talks and speaker series held on campus, and member-only events to facilitate industry connections.

## Career Services & Employment Opportunities

Led by the Career Services representatives for each region, Galvanize provides job search skills programming, develops and manages relationships with external hiring partners, and hosts opportunities for students to actively engage and interview with those hiring partners.

While assisting in the job search, Galvanize make no guarantee, expressed or implied, of future employment. While Galvanize does not guarantee any job, credential, salary, or bonus for any graduate of our programs, we note that our gainfully employed graduates tend to fall under the U.S. Department of Labor Standard Occupational Classification (SOC) 15-1250 Software

Developers, Programmers, and Testers and/or 15-2050 Data Scientists. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students. Students who are not authorized to work in the United States will receive placement assistance limited to interview preparation and resume review. Please contact the admissions team for more details at [info@galvanize.com](mailto:info@galvanize.com)

## Housing

Galvanize does not maintain dormitory facilities and does not assist in finding housing. Upon request, however, Galvanize staff can provide resources that alumni have used to find housing.

## CODE OF CONDUCT

Students are expected to act maturely and demonstrate respect for others, for themselves, and to the larger Galvanize community.

1. In order to foster a challenging and safe academic environment, students must:
2. Maintain professional relationships with fellow classmates, colleagues, instructors, community members, etc.
3. Show respect to others, themselves, and to the larger Galvanize community.
4. Be able to process constructive criticism and understand that this feedback is key to their overall learning experience.
5. Understand the impact of their behavior both upon the program and the entire Galvanize community.
6. Be courteous and responsive in dealing with others.
7. Freely accept the responsibility for and consequences of their conduct.
8. Communicate professionally if there are issues regarding conduct of themselves or others.

In addition, the following are not permitted and are subject to disciplinary sanctions:

1. Uncooperative or disrespectful behavior to your fellow classmates, colleagues, instructors, community members, and visitors to the Galvanize campus.
2. Disruptive activity that causes the obstruction of the teaching, learning, or administration of Galvanize programs.
3. Violation of any term of the Galvanize Facilities and Portal Use Agreement, including damage to, or destruction of, Galvanize property.
4. Acts of falsity including, but not limited to, cheating, plagiarism, forgery, or other forms of academic dishonesty.
5. Theft of any kind, including seizing, receiving, or concealing property with knowledge that it has been stolen.
6. Using marijuana, tobacco, smoking on campus.
7. Possession of weapons, firearms, or illegal drugs at any time on school property.
8. Any other violation of published Galvanize policies, rules, regulations, or agreements, including the Galvanize Policy Against Harassment.

Any student may be temporarily suspended or permanently dismissed for violations of the Galvanize Code of Conduct, or program expectations.

## Policy Against Harassment

Galvanize welcomes qualified students and employees of any race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation and gender identity to all the rights, privileges, programs and activities generally available through Galvanize. Consistent with its obligations under the law, Galvanize prohibits unlawful discrimination on the bases of race, color, national or ethnic origin, sex, age, disability, religion, sexual orientation, gender identity or expression, or any other characteristic protected by applicable law in the administration of the programs and activities.

Galvanize also prohibits unlawful harassment including sexual harassment and sexual violence.

Harassment includes offensive verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, sexual images in public spaces, deliberate intimidation, stalking, following, harassing photography or recording, sustained disruption of talks or other events, inappropriate physical contact, and unwelcome sexual attention. Sexual and disruptive language and imagery is not appropriate for any campus, including Galvanize and member areas and cafes.

Students asked to stop any harassing behavior are expected to comply immediately. We expect students to follow these rules at all campuses and class-related social events. Our members, staff, and guests are also subject to this policy against harassment.

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact Galvanize faculty or staff immediately. Galvanize faculty and staff will help students contact security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe.

## Discipline

In general, the first violation of the Code of Conduct, Program Expectations or the Policy against Harassment will result in a written warning, but conduct deemed to be sufficiently disruptive or severe, such as harassment of another student, staff member, or community member, may result in immediate suspension or dismissal.

School officials, in collaboration with instructors, will review each case and make a determination regarding the student's actions and status. If the student does not improve his or her conduct after receiving a warning, the student will be permanently dismissed.

## GRIEVANCES

### Stage 1: Informal Resolution

Basic steps in the informal process include:

- Begin by discussing the matter with the instructional staff, faculty, or person responsible for the class in which the issue originated.
- If the issue is not resolved, the next contact will be the Program Lead to investigate the issue.

- If you do not know where to begin an informal resolution, the Program Lead can help you identify the appropriate office or individual.

## Stage 2: Formal Complaint

If unresolved after following the appropriate informal complaint procedures, the student may choose to have the complaint "officially documented." The student should email their written complaint to [wa.regulatory@galvanize.com](mailto:wa.regulatory@galvanize.com).

The complaint must contain the following information:

- Complainant's name, cohort name, mailing and email addresses and telephone number.
- A detailed description of the specific actions that constituted the complaint and the names and titles of those presumed to be responsible or at fault. It is necessary to demonstrate that one has already attempted to resolve the concern through the informal procedures.
- The date(s) of the alleged improper activities or the condition developed.
- A list of witnesses, if any, including their contact information and the facts known by each. Documentation that supports the complaint if any exists.
- All communications between the student and Galvanize regarding the formal complaint will be directed to the student's email account provided in the complaint form.

## Stage 3: Formal Complaint Resolution Process

Upon submission, the Program Lead or his/her designee will investigate the complaint. The Galvanize staff member will acknowledge receipt of the complaint to the complainant within 3 business days. Complaints will be investigated and resolved within 14 business days of receipt. The Program Lead will advise the complainant if that timeline will not be met due to extenuating circumstances. If the student is not satisfied with the resolution made by the Program Lead, the student may appeal to the Regulatory Team by emailing: [ca.regulatory@galvanize.com](mailto:ca.regulatory@galvanize.com)

## Stage 4: Appeal

Appeals to the Regulatory Team must be received within 5 working days following communication to the Complainant of the resolution. The Regulatory Team may request additional information from the complainant and any involved Galvanize staff. Complaints will be investigated and resolved within 14 business days of receipt. The Regulatory Team will advise the complainant if that timeline will not be met due to extenuating circumstances and issue a written determination of the appeal that shall be provided to the complainant and the impacted faculty or other individual. The Regulatory Team's determination shall be final.

Nothing in this process prevents a student from contacting the Washington State Workforce Training and Education Coordinating Board at any time.

Workforce Training and Education Coordinating Board 128 R 10th Avenue Southwest  
Olympia, Washington 98504 360R709R4600  
[workforce@wtb.wa.gov](mailto:workforce@wtb.wa.gov)

## FACILITIES

Galvanize has nine campuses located throughout the United States

Arizona – 515 E Grant Street Phoenix AZ 85004

California – 44 Tehama Street San Francisco CA 940105

California - 6060 Center Drive #950 Los Angeles CA 90045

Colorado – 1023 Walnut Street Boulder CO 80302

Colorado – 1644 Platte Street Denver CO 80202

New York – 109 Nassau Street, 4th Floor New York, NY 10038

Texas – 119 Nueces Street Austin TX 78701

Washington – 111 South Jackson Street Seattle WA 98104

The Galvanize Administrative Office is located at 1644 Platte Street Denver CO 80202. The front desk can be reached at (303) 749-0110.

Students have access to the Galvanize workspace, conference rooms, and events during their program. The maximum class size is 30. With a student to teacher ratio of 30:1.

The normal hours of operation for the Galvanize – Seattle location are:

- Monday through Friday from 9am to 8pm.
- Saturday from 9am to 5:30pm.

## EQUIPMENT REQUIREMENTS

### Galvanize Data Science

Galvanize requires all Data Science Immersive students to provide themselves with a Mac or Ubuntu Linux machine with 4Gs of RAM and recommends a computer from the last 3 years. Galvanize can support students using OSX/ Ubuntu Linux machines. Galvanize is unable to provide technical support to students using a Windows machine.

Galvanize provides equipment, including full paired workstations with Mac-mini computers, monitors, keyboards, and mice for the Data Science Immersive students.

Galvanize also maintains a professional GitHub account with electronic instructional materials, where students complete all assignments.

### Hack Reactor Software Engineering Immersive (All)

Hack Reactor, Hack Reactor Remote and Remote Part-Time (RPT) use a custom software called Learn2, which is maintained by Technical Mentors and Core's Infrastructure Team. If students have issues, they inform Galvanize staff and the team will get to solving those problems. Being managed by our internal team not only lets us handle any issues with a speedy turnaround time, but it lets us improve the framework constantly so we're always working with a better version of the software, and student-tested improvements.

Other software includes Slack, Zoom, GitHub, Google Hangouts, Appear.in, AwwApp, and Repl.it each supported by their respective companies. These programs are not only well kept with glitches far and few between, but they are all provided at no cost to the student.

Slack and email are the best means of communication to HR staff should there be any issues with Learn2, or third-party software. Students primarily submit their work and assessments through GitHub, though some assignments are submitted via Google Drive. Both technologies allow staff to review and provide instant feedback on student work.

Students are required provide their own computers for the program. Student computers should support a Unix-based platform (like mac OS or Linux). If you choose to use Windows your computer must either; be able to run Ubuntu, and meet the following technical specifications 6GB of RAM, 20GB of drive space free, 2-core 4-thread processor, and 2GHz processor speed OR run your computer must be able to run a dual-boot system for Ubuntu. Please note that these are the basic technical specifications, as these are comparable to the equipment currently used in the engineering field.

In order to ensure student success in the Hack Reactor Program, students must have adequate and reliable access to the internet for the duration of the program. Student must ensure that they are meeting the technical requirements of their Hack Reactor Program. If a technical issue affects your learning ability in the program staff will discuss alternatives with you. Additionally, students must actively participate in the program by keeping their webcam on during class time, except in extenuating circumstances (such as inclement weather or power outages).

### **Meaningful communication**

Slack allows staff to connect with the students via instant messaging on a real-time basis. This means that there is no lag in messages sent and received, and no waiting period due to technology. Students are expected to be monitoring their Slack messages during curriculum hours for communications from students and staff. More personal touches, whether one-on-ones, small group sessions, or live Q&As with the entire class, are done face-to-face via Zoom, Appear.in, or Google Hangouts video chat, where the faculty and students have an opportunity to let their personalities shine. Video chats require full participation and engagement in the session at hand. This holds students accountable for their own learning and allows staff to measure any weak points in understanding. We also have a Help Desk feature built into Learn2 that allows students to quickly receive one-on-one support from staff if they need help or have questions about an assignment or concept via video chat.

### **Time and feedback**

Galvanize has ample network bandwidth to handle all students video feeds, and communication between students and staff. Each student typically spends the class time in their own home, where the small amount of bandwidth used is small and not a problem. The mix of networking and programs used in the classroom make it that there is no lag between student submission and faculty feedback.

## INTELLECTUAL PROPERTY

The Galvanize programs and all intellectual property related thereto including but not limited to the curriculum is the exclusive property of Galvanize unless noted otherwise. All course work, including any projects performed as a student of the Program, shall be subject to an MIT-style license, which is a free software license granting the right to use, study, share (copy), and modify proprietary software, including but not limited to, exercises, learning experiences, solutions, example projects, material stored in Galvanize private Git repositories, or other training material.

By enrolling in Galvanize, permission is granted free of charge to any student (and Galvanize), to deal in the software without restriction provided that the software is provided “as-is” without warranty of any kind. In no event shall the authors or copyright holders be liable for any claim, damages, or other liability.

## PROPRIETARY MATERIALS

Materials provided or furnished electronically or otherwise, by Galvanize during the course of or in furtherance of student participation belong to Galvanize and/or its licensors. Students have no right to retain the materials and Galvanize reserves the rights to all materials. Students may reproduce, disseminate materials or use materials only during the course of or participation in an immersive program.

## MEDIA AND PUBLICITY RELEASE

Upon enrollment, students grant Galvanize the absolute and irrevocable right and unrestricted permission to use their names, likenesses, images, voices, and/or appearances as such may be embodied in any photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of the school or its partners.

Students agree that the school has complete ownership of such material and can use said material for any purpose consistent with the school’s mission, without providing any compensation to the student for the use of such images, video, likenesses, etc. These school uses include, but are not limited to, videos, publications, advertisements, news releases, Web sites, and any promotional or educational materials in any medium.

## PART TIME COURSES

### Data Science Fundamentals - Intro to Python

6-week duration part-time, in-person program

#### Program Outcome:

The Data Science Fundamentals - Intro to Python Part-Time Course prepares students to understand how to program in Python; after completing the six-week course, students will be better prepared to learn data science. There are no license requirements for general work in this career field.

#### Class Schedule:

6-week duration, Monday & Wednesday, 6PM – 8PM

This Part-Time Course is taught over 12 sessions: 6-weeks running twice a week for 2-hours each session. There are 24 contact hours within the classroom and the schedule is built around holidays, so no classes will be missed. When an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible via email and the missed Part-Time Course hours will be provided at another time.

#### Program Description:

Galvanize Data Science Fundamentals - Intro to Python program is designed to give individuals an understanding how to program in Python so they are better prepared to learn data science. The curriculum spans Python coding fundamentals to object-oriented programming in Python, to using Python data science libraries like Pandas and Numpy to an introduction to statistical modeling with Python using SciKit Learn. The tools and techniques that we teach are the ones that industry partners regularly tell us are most important being prepared to learn more data science using Python.

#### Technical Competency:

Weekly in-class and take-home assignments are provided each week but Galvanize does not assign grades and feedback is only provided when requested by students. The instructor team will assist students that request assistance on the lessons and assignments, but there are no technical competencies directly measured in the Part-Time Course.

#### Graduation Requirements:

There are no graduation requirements.

#### Total Charges:

Total: \$1,900

## COURSE DESCRIPTIONS

### Algorithms

Students will learn a process for writing solutions to complex computational problems. A tool for visualizing chess board positions will support students in exploring the classic 'N-Queens' algorithms problem.

### Authentication

Students will learn the basics of web security and user authentication by implementing a secure login system in a web application.

### Browser apps, jQuery, and AJAX

Students will learn about HTTP, RPCs, REST, and the other mechanisms of how internet traffic is transmitted and digested. Using jQuery, students will practice getting data from a server without a page refresh by building an application that interfaces with the Parse API as a backend.

### Career Week

During this week, students will learn how to search for and apply to software engineering jobs. Students will learn about the entire job-search process from cover letters and phone screens to salary negotiations and offer letter reviews, all the while finalizing their professional portfolio, practicing their interviewing skills and brushing up on fundamental computer science and problem-solving concepts most likely to be found in modern software engineering job interviews. During the latter part of the week, students will begin applying to their very first software engineering positions with the support of their fellow cohort mates, and guidance from their instructional staff.

### Databases

Students will store data persistently using the languages provided by database packages, including both traditional relational models (e.g. SQL) and more recent non-relational technologies (known commonly as “NoSQL”). Students will also learn to build their own ORM, a technique for shortening the gap between in-memory programs and the Database interface.

### Data Modeling and Classes

By implementing basic data structures like stacks and queues, students will learn some of the fundamentals of software engineering, including abstraction and data modeling, as well as how those tools are used in a complex application. Students will also dive into standard code sharing patterns, including object-oriented classes and mixins, and 4 different class instantiation patterns available in JavaScript.

### Data Structures and Complexity Analysis

Students will dive into advanced data structures by learning to build and implement hash tables, graphs, trees and linked lists while leveraging Big O Notation to assess and describe the computational complexity of the methods associated with each of these data structures. Students will complete this module understanding advanced data structures and be equipped to select the right data structure for solving a problem with a deep understanding of how to assess time complexity tradeoffs.

### **DSI 101 – Software Engineering & Exploratory Data Analysis**

Software Engineering & Exploratory Data Analysis introduces students to development workflow, pair programming, and data science tools including python, SQL, pandas, matplotlib.

### **DSI 102 – Statistics and Probability**

Statistics and Probability helps student review probability, and introduces them to Bootstrapping, Central Limit Theorem, hypothesis testing and Bayesian Statistics.

### **DSI 103 – Regression**

Regression involves review of linear algebra and introduces cross validation, shrinkage methods, and classification.

### **DSI 104 – Supervised Learning**

Supervised Learning offers students the opportunity to review and strengthen skills from DSI 101, DSI 102, and DSI 103, and build upon them by introducing the most popular and widely used Data Science techniques: Decision Trees, k-th Nearest Neighbor, Bagging, Random Forests, Support vector Machines, and Boosting. The week culminates in an open-ended case study.

### **DSI 105 – Natural Language Processing**

Natural Language Processing introduces students to web-scraping with MongoDB and clustering, Text Classification with NLTK, scikit-learn, and TF-IDF.

### **DSI 106 – Unsupervised Learning**

Unsupervised Learning introduces students to the most popular and widely used unsupervised techniques in Data Science: k-means clustering, hierarchical clustering, principal components analysis (PCA), non-negative matrix factorization (NMF), and basic recommender techniques such as collaborative filtering.

### **DSI 107 – Data Engineering**

Data Engineering will introduce students to working with Big Data and concepts efficient computing. These include: Amazon Web Services (AWS), MapReduce, Spark, and parallel processing.

### **DSI 108 – Case Studies**

Subject Description: Case Studies will introduce special studies in data visualization, building of web applications, and culminate the entire portion of structured curriculum in an end-to-end case study on fraud detection.

### **DSI 109- Capstone Projects**

In Capstone Projects/Interview prep, students focus on building their cumulative projects, practice presenting their projects, participate in Hiring day, prepare for interviews, and practice. Instructors approve project proposals prior to student construction, to ensure that the project displays a cumulation of skills acquired in the program and that the project is appropriate for the job market.

## **DSI 110- Interview Preparation**

In Interview prep week, students focus reviewing all the aforementioned curriculum, prepare for interviews, and do practice interviews.

## **ES6, APIs, and React**

Students dive into the largest codebase yet, building a video player using the popular React library and features in the latest major version of JavaScript: ECMAScript 6. Students will learn how to think about web apps as components and gain more exposure sending AJAX requests to REST APIs by populating their applications with real data from YouTube.

## **Front-End Capstone (FEC)**

Students will be formed into working groups and spend two weeks developing features on a complex web application designed using a micro-service architecture. Students will emulate the day-to-day work of a software engineering and learn about project management, group dynamics and collaboration, product design, software architecture design, server-side rendering and production-level systems. Students will complete this project with a thorough understanding of how front-end engineering teams work together to build complex web applications.

## **Full Stack Overview**

Students will revisit all of the technologies and concepts they've learned thus far in the course and put it all together in the form of a full-stack JavaScript web application. Students will learn how to holistically design and craft a full-stack application using the design patterns, frameworks, libraries and tools they've seen up to this point.

## **Inheritance Patterns**

Students will learn about class inheritance and how to implement subclassing for each of the four instantiation patterns covered earlier in the course. Students will do so by writing a graphical, in-browser application that makes use of various object-oriented code sharing patterns.

### **Mini Apps I**

Students will practice the rapid development of miniature web applications to perfect the skill of connecting together the front-end and back-end, all while learning to adapt to the time constraints commonly found during software engineering job interview processes.

### **Mini Apps II**

Students will practice the rapid development of miniature web applications to perfect the skill of connecting together the front-end and back-end, all while learning to adapt to the time constraints commonly found during software engineering job interview processes. Mini Apps II contains a more condensed and advanced set of challenges.

### **Minimum Viable Product (MVP) – Project**

Students will build their final project of the course by following the MVP mindset – Minimum Viable Product. Ambitious time constraints will be placed upon students to build fully functional software that meets specifications that they design. Students will apply the experiences they had from previous projects to set and meet goals, following project management standards and sound software architecture design principles.

### **Orientation & Precourse Review**

Students will get acquainted with their fellow cohort mates and learn the structure and rules of the Hack Reactor Software Engineering Immersive at Galvanize while reviewing the Pre-Course curriculum at lightning speed. Students will revisit scopes, closures, and the keyword “this” modules.

### **Professional Resume**

Students will learn how to write a professional resume and best present their skills and projects. By the end of this module, students will have completed the first draft of their software engineering resume that they will continue to refine with feedback from instructional staff each week until completing the course.

### **React with Redux**

Students will refactor their previous module to implement Redux, a popular state management library, often coupled with React in larger, more complex applications. Students will gain comfortability with refactoring a codebase to use a technology that helps reduce complexity and technical debt.

### **REST & CRUD**

Students will gain a deeper understanding of the design patterns used in server-side code by implementing an API that complies with REST principles. For the first time, students will write front-end and back-end code, learning to plug together all the usual facets of modern web applications.

## **Servers and Node**

Students will build a custom backend in Node.js to replace the Parse API from the codebase used in a previous module. Students will learn the ropes of Node.js, routing, and how to debug server-side code effectively.

## **System Design Capstone (SDC)**

Students will be formed into working groups and be tasked with taking a front-end project to full back-end functionality and scale. Through learning about the principles of large-scale systems design, students will explore how engineering teams prepare and launch software at scale to millions of users. By deploying stress testing, students will tweak and optimize their web applications at every identifiable bottleneck (from user page load to database query) to create high-performing software while replicating the processes of a production-grade engineering organization. Students will complete this project feeling prepared to participate and contribute to a real, world-class engineering team.

## **Technical Assessment**

Students will undergo a day-long coding challenge that tests the skills and knowledge that they were expected to master during the first half of the course. This assessment contributes as a significant portion of the Summary Evaluation, which means failure to perform sufficiently on the Technical Assessment could result in a student being unable to proceed with the remainder of the course.

## ACADEMIC CALENDAR

Galvanize observes the following Holidays:

Christmas – December 24 and December 25, 2019

New Year’s Eve – December 31, 2019

New Year’s Day – January 1, 2020

MLK Day – January 20, 2020

President’s Day – February 17, 2020

Memorial Day – May 25, 2020

Independence Day – July 3, 2020

Labor Day – September 7, 2020

Thanksgiving – November 26 and November 27, 2020

Christmas – December 24 and December 25, 2020

New Year’s Eve – December 31, 2020

Program Name	Start Date	End Date	Campus Location	
			Seattle	Remote
<b>Galvanize Data Science Immersive</b>	Dec. 2, 2019	Mar. 6, 2020	✓	✓
	Mar 16, 2020	June 12. 2020	✓	✓
	June 29, 2020	Sep. 25, 2020	✓	✓
	Oct. 5, 2020	Jan. 15, 2021	✓	✓
<b>Hack Reactor Software Engineering Immersive; Hack Reactor Software Engineering Online Immersive</b>	Dec. 9, 2019	Mar 13, 2020	✓	✓
	Feb.3, 2020	May 1, 2020	✓	✓
	Mar. 23, 2020	June 19, 2020	✓	✓
	May 11, 2020	Aug. 7, 2020	✓	✓
	June 29, 2020	Sept. 25, 2020	✓	✓
	Aug. 17, 2020	Nov. 13, 2020	✓	✓
	Oct. 5, 2020	Jan. 15, 2021	✓	✓
	Nov. 16, 2020	Feb. 26, 2021	✓	✓

<b>Hack Reactor Software Engineering Online Part Time Immersive</b>	Dec. 9, 2019	Aug 22, 2020		✓
	Feb. 11, 2020	Oct. 31, 2020		✓
	Mar. 30, 2020	Jan. 9, 2021		✓
	May 19, 2020	Feb. 20, 2021		✓
	July 6, 2020	Apr 10, 2021		✓
	Aug. 25, 2020	May 29, 2021		✓
	Oct. 12, 2020	July 17, 2021		✓
	Dec. 8, 2020	Sept. 11, 2021		✓
<b>Data Science Fundamentals - Intro to Python</b>	Jan. 7, 2020	Feb. 27, 2020	✓	
	Apr. 21, 2020	June 11, 2020	✓	
	July 28, 2020	Sep. 17, 2020	✓	
	Nov. 24, 2020	Jan. 14, 2021	✓	